

**MINUTES  
TOWN OF FORT MILL  
UDO ADVISORY COMMITTEE MEETING  
January 5, 2016  
The Spratt Building, 215 Main Street  
6:30 PM**

Present: James Traynor, Ben Hudgins, Chris Wolfe, John Garver, Tom Petty, Hynek Lettang, Jim Thomas, Planning Director Joe Cronin, Assistant Planner Chris Pettit, Engineering Director Paul Mitchell

Absent: Jay McMullen, Louis Roman

Guests: Paul LeBlanc (LSL Planning)

Chairman Traynor called the meeting to order at 6:30 pm.

**ITEMS FOR INFORMATION / DISCUSSION**

**1. Discussion of Articles XIII-XV:** Mr. LeBlanc provided a detailed review of the recommended language for the following articles:

- **Article XIII – Building Design & Materials:** A discussion took place regarding residential and commercial architectural design standards. Topics discussed included the types of building materials which would be permitted (including a prohibition of vinyl siding for all new construction), screening requirements for mechanical equipment and trash receptacles, lighting requirements, and cluster mailboxes. Planning Director Cronin stated that the town has received a federal historic preservation grant from the SC Department of Archives and History and will be developing a special set of design guidelines for properties located within the historic district. The committee also discussed how additions and modifications to existing buildings would be addressed in terms of existing non-conforming materials.
- **Article XIV – Development Plan Review:** A discussion took place regarding the procedural requirements and process for development plan reviews. The draft language distinguishes projects which may be reviewed and approved administratively, as well as those which will be reviewed by the Planning Commission. The draft also includes a checklist of items which must be submitted and reviewed as part of the development plan review process. This section also included standards for review, development conditions, changes to approved plans, expiration of prior of approvals, and appeal procedures.
- **Article XV – Stormwater Management & Sediment Control:** Planning Director Cronin stated that there has been discussion with the Engineering Department in

regards to stormwater requirements in the UDO. The original draft took all development related sections from the existing stormwater ordinance and placed them within the new UDO. Engineering Director Mitchell stated that it was his opinion that the existing stormwater ordinance should not be amended, and that the UDO should instead include requirements and procedures that would be supplemental to the stormwater ordinance. In advance of the meeting, Stormwater Manager Zheng Zheng Wiley had drafted and distributed recommended amendments that would achieve this objective. These amendments will be edited by Engineering Director Mitchell and Mr. LeBlanc, and forwarded to the committee for comments.

There being no further business, the meeting was adjourned at 8:34 pm.

Respectfully submitted,

Joe Cronin  
Planning Director